

## KEYS GRACE ACADEMY

### **Minutes of a meeting of the Board of Directors held on Wednesday, December 16, 2015 at 7:15 p.m.**

A meeting of the Board of Directors (the “Board”) of KEYS Grace Academy (“KEYS”) was held in the General Office of KEYS Grace Academy located at 27321 Hampden Street, Madison Heights, Michigan.

The following members of the Board (the “Attending Members”) attended the meeting and were present throughout:

Mr. Chris Kattola, President  
Dr. Ramy Alosachie, Vice President  
Mrs. Zainab Hazimi, Secretary

Farah Anoni and Mae Kouza were not in attendance.

Also present for the entire meeting were Nathan Kalasho, Rhonda Foumia, and Lisa Mansour.

### **Call to order: Roll Call; Confirmation of Quorum; Waiver of Notice**

Chris called the meeting to order at 7:15 and roll call was taken.

### **Approval of Agenda and Meeting Minutes from Previous Board Meeting**

Motion by Chris and seconded by Ramy. Both the Agenda for the meeting and the Minutes of the Special Meeting of the Board of Directors held on November 16, 2015 (copies of which had been provided to all of the members of the Board in advance of the meeting) were unanimously approved by the Attending Members.

### **Business Management Report** (by Nathan Kalasho)

1. **Budget Update** –
  - a. KEYS received P.O. from the state. The school was reimbursed for October and November. We are expected to receive the same amount or more moving forward.
  - b. There is no update as to title allocation or additional state allocation
  - c. IDEA funding amounts to \$7,432. This is intended to go toward the Resource Room teacher position and supplies.
2. **Staffing Update** – both administrative assistant and Resource Room teacher positions have been filled.
3. **Registration Update** – 6 new students have been registered for the upcoming semester.

4. **Oakland Schools 25e Training** – Rhonda Foumia attended this training. As of the date of this meeting, KEYS has lost 4 students and has gained 9 students.
5. **Oakland Schools MISTAR Training** – Rhonda Foumia attended this training. The goal is to have KEYS begin using this database by February 1, 2016.
6. **Parent-Teacher Conference Summary** – conferences were very successful. 115 families were present and each family received a turkey.
7. **CALC Story Time Event Summary** – this even was very successful. Approximately 200 parents were in attendance and approximately 200 children joined them.
8. **Holiday Concert Summary** – the holiday concert was very successful. Many families attended the event and commended the work of the students and teachers.

### **Information Items**

1. CHRI Letters – none have been reported.
2. Approval of Quality Schools Project as PD leader and improvement of instruction
  - a. Ramy motioned for the approval of Chris Thompson of the Quality Schools Project as PD leader and Zainab seconded. The motion was approved unanimously.

### **Extended Public Comment**

During the course of the meeting, there was no general public.

### **Comments from the Board**

None of the Attending Members had any comments that had not already been expressed

### **Future Meetings and Adjournment**

The next meeting is scheduled for January 27, 2016 at 7 p.m.

Chris moved to adjourn the meeting at approximately 8 p.m. and Ramy seconded the motion, which the Attending Members unanimously approved.

Respectfully submitted,

Zainab S. Hazimi  
Recording Secretary

Attest: